

MARIN EMERGENCY RADIO AUTHORITY

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MEMORANDUM

DATE: May 19, 2010
TO: MERA Board of Directors
FROM: Maureen Cassingham, Executive Officer
SUBJECT: AGENDA ITEM A-10: PROPOSED REVISED MERA PUBLIC RECORDS
POLICY AND PROCEDURES

Recommended Action: As recommended by the Executive Committee on May 12, 2010, adopt the proposed revised public records policy and procedures as presented.

Background: On January 9, 2003, the MERA Board adopted a formal public records policy and procedures. Given the many changes to California statutes since 2003 pertaining to public records, I requested MERA's General Counsel to revisit what the Board had adopted and these submittals reflect the necessary revisions and updates and supersede the 2003 policy.

Once the Board has adopted this policy and procedures, it will be posted on MERA's website (meraonline.org) for member, staff and public reference.

ATTACHMENT: Proposed Revised MERA Public Records Policies and Procedures